

AGENDA

BOARD OF MAYOR AND ALDERMEN

December 2, 2003

7:30 PM

**Aldermanic Chambers
City Hall (3rd Floor)**

1. Mayor Baines calls the meeting to order.
2. The Clerk calls the roll.
3. Presentation by Chief Kane and District Chief Campasano updating the Board on the distribution of Homeland Security grants.

CONSENT AGENDA

4. Mayor Baines advises if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, one motion only will be taken at the conclusion of the presentation.

Informational – to be Received and Filed

- A. Communication from Ron Ludwig, Director of PRC, submitting the most recent updated Parks, Recreation and Cemetery Department Project Progress Report.
- B. Copies of minutes of the Manchester Conservation Commission meeting held November 3, 2003.
- C. Copies of minutes of the Mayor's Utility Coordinating Committee meeting held November 19, 2003.
- D. Copy of a communication from State Representative John Flanders submitting the interim report of the 2001 Task Force on Re-establishing the Lawrence, MA to Manchester, NH and Concord to Lebanon Rail Service.

- E.** Communication from the State of NH Department of Environmental Services requesting the City submit the 2004 Local Government Financial Test for Manchester Municipal Solid Waste Unlined Landfill Permit No. DES-SW-TP-97-009 annual update within 180 days of the City's fiscal year end.
- F.** Copy of a communication from the State of NH Department of Environmental Services advising it has completed its preliminary review of the standard permit application for Angel Steam, LLCC/Processing/Treatment Facility in Manchester.
- G.** Communication from the State of NH Department of Transportation advising of contemplated awards.
- H.** Communication from Comcast advising of a notification in change of address.
- I.** Communication from Comcast advising of some pricing changes for certain services and brief updates on customer service, the competitive environment and other aspects of the business.
- J.** Copies of minutes of the Piscataquog River Local Advisory Committee meeting held November 6, 2003.
- K.** Communication from Jacqueline Malley advising the Board of circumstances surrounding her applying for assistance through the City's Welfare Department.

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

- L.** Resolutions:

“Amending the 2003 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Thirty Four Thousand Five Hundred Thirty Six Dollars (\$134,536.00) for 2003 CIP 210503 Homeless Health Care.”

“Amending the 2003 Community Improvement Program, authorizing and appropriating funds in the amount of Four Hundred Ninety Nine Thousand Ninety Nine Dollars (\$499,099) for 2003 CIP 410003 GTEAP & EPOP (Domestic Violence Funding).”

“Amending the FY2003 Community Improvement Program, authorizing and appropriating funds in the amount of Forty Thousand Dollars (\$40,000) for FY2003 CIP 511603 Recreation Facility Improvements (Leveraged) Project.”

“Amending the FY1999, 2000, 2002, and 2003 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Two Hundred Seventeen Thousand Two Hundred Six Dollars (\$217,206) for FY2003 CIP 712003 FBI Recuperator Project.”

“Amending the FY2003 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Ten Thousand Dollars (\$110,000) for FY2003 CIP 811103 Senior Center Planning Project.”

“Amending the 2004 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Three Hundred Sixty Four Dollars (\$10,364.00) for 2004 CIP 210404 Homeless Health Care.”

“Amending the FY 2001, 2002, and 2004 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Sixty Thousand Dollars (\$60,000) for CIP 510604 Neighborhood Playground Rehabilitation Project.”

“Amending the FY2004 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Twelve Thousand Dollars (\$12,000) for CIP 711004 Annual ROW Maintenance Project.”

REPORTS OF COMMITTEES

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

- M.** Advising that it has accepted the City's monthly financial statements for the four months ended October 31, 2003 and is forwarding same to the Board for informational purposes.
- N.** Advising that it has accepted the audit status update submitted by Kevin M. Buckley, Internal Audit Manager, and is forwarding same to the Board for informational purposes.
- O.** Advising that it has accepted the following Finance Department reports:
 - a) department legend;
 - b) open invoice report over 90 days by funds;
 - c) open invoice report (all invoices for interdepartmental billings only);
 - d) open invoice report (all invoices due from the School Dept. only);
and
 - e) listing of invoices submitted to City Solicitor for legal determination and is submitting same for informational purposes.

COMMITTEE ON ADMINISTRATION/INFORMATION SERVICES

- P.** Recommending that requests to enter into Septage Service Agreements with the Towns of Plaistow and Atkinson be approved, and further that the Mayor be authorized to execute same on behalf of the City, subject to the review and approval of the City Solicitor.

COMMITTEE ON BILLS ON SECOND READING

- Q.** Recommending that the Proposed Policy for Rezoning Petitions, attached herein, be approved.

R. Recommending that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by changing the zoning district of property currently zoned IND (General Industrial) to B-2 (General Business) by extending the B-2 zoning district to the center line of Huse Road and Merrill Road, including parcels identified as TM 666, Lots 2B, 6, 6A, 7, 8, 9 & 9A.”

ought to pass; and further that the Board endorse seeking to have any developer of the rezoned parcel pay for any road or traffic improvements made necessary by the development to protect the neighborhood.

COMMITTEE ON COMMUNITY IMPROVEMENT

- S.** Recommending that the Board authorize transfer and expenditure of funds in the amount of \$134,536 (Federal) for CIP 210503 Homeless Health Care, and for such purpose a resolution and budget authorization has been submitted.
- T.** Recommending that the Board authorize transfer and expenditure of funds in the amount of \$499,099 (Federal) for CIP 410003 GTEAP & EPOP (Domestic Violence Funding), and for such purpose a resolution and budget authorization has been submitted.
- U.** Recommending that the Board authorize transfer and expenditure of funds in the amount of \$40,000 (Other) for CIP 511603 Recreational Facility Improvements (Leveraged) Project, and for such purpose a resolution and budget authorization has been submitted.
- V.** Recommending that the Board authorize transfer and expenditure of funds in the amount of \$217,206 (EPD) for CIP 712003 FBI Recuperator Project, and for such purpose a resolution and budget authorization has been submitted.
- W.** Recommending that the Board authorize acceptance and expenditure of funds in the amount of \$110,000 (Other) for CIP 811103 Senior Center Planning Project, and for such purpose a resolution and budget authorization has been submitted.

- X.** Recommending that the Board authorize transfer and expenditure of funds in the amount of \$10,364 (Federal) for CIP 210404 Homeless Health Care, and for such purpose a resolution and budget authorization has been submitted.
- Y.** Recommending that the Board authorize transfer and expenditure of funds in the amount of \$60,000 (CDBG) for CIP 510604 Neighborhood Playground Rehabilitation Project, and for such purpose a resolution and budget authorization has been submitted.
- Z.** Recommending that the Board authorize transfer and expenditure of funds in the amount of \$12,000 (Other) for CIP 711004 Annual ROW Maintenance Project, and for such purpose a resolution and budget authorization has been submitted.
- AA.** Recommending that with regard to a petition to discontinue a portion of Hobart Street, the Board find that the subject area of the petition having never been opened, built, nor used for public travel has been released from public servitude pursuant to RSA 231:51.

LADIES AND GENTLEMEN, YOU HAVE READ THE CONSENT AGENDA, A MOTION WOULD BE IN ORDER THAT THE CONSENT AGENDA BE APPROVED.

- 5.** Nominations to be presented by Mayor Baines, if available.
- 6.** Mayor Baines advises that a motion is in order to recess the regular meeting to allow the Committee on Finance to meet.
- 7.** Mayor Baines calls the meeting back to order.

OTHER BUSINESS

8. Report of the Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?
9. Report of the Committee on Human Resources/Insurance, if available, regarding Drop Off Facility position.
Ladies and Gentlemen, what is your pleasure?
10. Report(s) of the Special Committee on Airport Activities, if available.
(Note: anticipate forwarding under separate cover prior to meeting.)
Ladies and Gentlemen, what is your pleasure?
11. Ordinance: **(A motion is in order to read by title only.)**

“Amending Sections 33.024, 33.025 & 33.026 (Laborer-Drop Off Facility) of the Code of Ordinances of the City of Manchester.”

This Ordinance having had its second reading by title only, the question is on passing same to be Enrolled.
12. Mayor Baines advises that a motion is in order to recess the regular meeting to allow the Committee on Accounts, Enrollment and Revenue Administration to meet.
13. Mayor Baines calls the meeting back to order.
14. Report of the Committee on Accounts, Enrollment and Revenue Administration, if available.
Ladies and Gentlemen, what is your pleasure?
15. Official Results of the Non-Partisan Municipal General Election held November 4, 2003 submitted by Leo R. Bernier, City Clerk.
Ladies and Gentlemen, what is your pleasure?

16. Communication from Leo Bernier, City Clerk, requesting the Board set the polling hours from 6:00 AM to 7:00 PM for the Presidential Primary to be held on Tuesday, January 27, 2004.

Ladies and Gentlemen, what is your pleasure?

17. Communication from Leo Bernier, City Clerk, advising that the Board may wish to address stipend issues for elected officials at this time.

Ladies and Gentlemen, what is your pleasure?

18. Communication from Kevin Clougherty, Finance Officer, regarding the allowance of a land acquisition reimbursement relating to the Riverfront Development Project.

Ladies and Gentlemen, what is your pleasure?

19. Ordinance: **(A motion is in order to read by title only.)**

“Amending Sections 33.024, 33.025 & 33.026 (Laborer – Drop Off Facility) of the Code of Ordinances of the City of Manchester.”

This Ordinance having had its third and final reading by title only, the question is on passing same to be Ordained.

20. Resolutions: **(A motion is in order to read by titles only.)**

“Amending the 2003 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Thirty Four Thousand Five Hundred Thirty Six Dollars (\$134,536.00) for 2003 CIP 210503 Homeless Health Care.”

“Amending the 2003 Community Improvement Program, authorizing and appropriating funds in the amount of Four Hundred Ninety Nine Thousand Ninety Nine Dollars (\$499,099) for 2003 CIP 410003 GTEAP & EPOP (Domestic Violence Funding).”

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“Amending the FY1999, 2000, 2002, and 2003 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Two Hundred Seventeen Thousand Two Hundred Six Dollars (\$217,206) for FY2003 CIP 712003 FBI Recuperator Project.”

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“Amending the FY 2001, 2002, and 2004 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Sixty Thousand Dollars (\$60,000) for CIP 510604 Neighborhood Playground Rehabilitation Project.”

“Amending the FY2004 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Twelve Thousand Dollars (\$12,000) for CIP 711004 Annual ROW Maintenance Project.”

A motion is in order that the Resolutions pass and be Enrolled.

TABLED ITEM

A motion is in order to remove the following item from the table for discussion.

- 21.** Request for discontinuance of a portion of Millstone Avenue.
(Tabled 08/04/2003 at road hearing pending report from City Solicitor.)

22. NEW BUSINESS

- a) Communications
- b) Aldermen

23. If there is no further business, a motion is in order to adjourn.